



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

(EXTERNAL CIRCULAR)

Applications are invited from suitably qualified and experienced applicants to fill the following posts:

DIRECTORATE OF SPATIAL PLANNING AND DEVELOPMENT

MANAGER – SETTLEMENT PLANNING: CITY & REGIONAL PLANNING

TASK GRADE 15: R 468 535.73 – R 608 186.99

(Total Package: R 878 714.00 per annum subject to certain conditions with 15% scarce skills allowance of basic salary)

Ref No.6/19

Requirements:

- M + 4 University Degree in Town & Regional Planning and Registration with the South African Council for Planners as a Professional Planner
- Valid driver's license and in possession of own motor vehicle
- Eight (8) years post graduate general City Planning experience and three (3) years middle management experience

Key Performance Areas:

- Manages the Settlement Planning branch and its staff
- Deals with matters pertaining to Settlement Planning
- Manages and implements Settlement Planning projects in the Branch
- Provides information and guidance with regard to Settlement Planning
- Deals with complaints and queries from the Public
- Performs Administrative duties

For further enquiries regarding the above post kindly contact Sizwe Mbuyazwe on 043 705 2706

DIRECTORATE OF INFRASTRUCTURE SERVICES

DISTRICT ENGINEER: (COASTAL) – SANITATION

TASK GRADE 15: R 468 535.73 – R 608 186.99

(Total Package: R 878 714.00 per annum subject to certain conditions)

Ref.No.13/19

Requirements:

- Recognized M + 4 Qualification (BSc Civil/BTech Civil) or acceptable equivalent
- Registration as a Professional with ECSA or eligible to register with ECSA
- Six (6) years relevant experience and experience at Local Government will be an advantage
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Key Performance Areas:

- Manages and coordinates the administration, operations and maintenance of the wastewater treatment plants and wastewater reticulation systems
- Manages and coordinates the administration and operations of Sanitation Services
- Prepares annual capital and revenue estimates in terms of WSP/IDP
- Ensures that the conveyance system is efficiently operated
- Controls and monitors sewerage tunnels
- Controls the provision of sewer connections

For further enquiries regarding the above post kindly contact Sizwe Mbuyazwe on 043 705 2706

PRINCIPAL MICROBIOLOGIST - MICROBIOLOGY: SCIENTIFIC SERVICES

TASK GRADE 14: R 406 396.43 – R 527 515.51

(Total Package: R 630 739.00 per annum subject to certain conditions with 15% Scarce Skills

Allowance of basic salary is applicable)

Ref.No.14/19

Requirements:

- BSc Hons (Microbiology) (4-year degree) or equivalent
- Registration or eligibility to register with the SA Council for Natural Scientific Professions as a professional natural scientist
- Knowledge of relevant legislation governing water quality and pollution control
- Microscopy and general laboratory/analytical techniques
- Five (5) years relevant post qualification experience in water quality and the microbiological analysis of potable water, wastewater, surface and ground water and marine water of which three (3) years should have been in a supervisory capacity

Key Performance Areas:

- Manages the activities and operations of the microbiology section
- Controls analytical quality and efficiency of procedures and ensures that the data provided by the section is credible and that it adheres to the highest quality standards
- Manages the human resources, budget, infrastructure and equipment of the section

- Co-ordinates the monitoring of the quality of water, treated sewage effluent, etc and the evaluation of results
- Evaluates results, reports exceptions and drafts laboratory reports
- Scientific and technical support to internal and external clients
- Conducts research on new technologies and procedures
- Implements, maintains and develops ISO 17025:2015 quality management system

For further enquiries regarding the above post kindly contact Melanie Naidoo on 043 705 2750

HANDYMEN X2 (CHISELHURST) - CONSTRUCTION: ROADS, PIU AND CONSTRUCTION
TASK GRADE 07: R 161 161.00 – R 209 203.87.00
(Total Package: R 308 312.00 per annum subject to certain conditions)
Ref. No.211/18

Requirements:

- Grade 8
- NQF level 3 in brickwork/masonry
- Valid code C1 driver's license with PDP
- Two (2) years' relevant experience in Civil Engineering and supervision

Key Performance Areas:

- Supervises staff and related construction plant
- Performs works related to the construction and repair of all road related infrastructure
- Produces masonry works and other structures related to road infrastructure
- Gives personal input in the construction of masonry work

For further enquiries regarding the above post kindly contact Onke Mpulampula on 043 705 2729

DIRECTORATE OF FINANCIAL SERVICES

PROGRAMME MANAGER (INLAND REGION): REVENUE MANAGEMENT
TASK GRADE 16: R 527 515.51 – R 684 767.62
(Total Package: R 978 605.00 per annum subject to certain conditions)
Ref.No.16/19

Requirements:

- B. Comm **OR** NQF Level 6 Qualification **OR** National Diploma: Public Finance Management and Administration
- Five (5) years relevant experience of which at least 2 years must be at middle management level
- Valid code B/EB and unendorsed driver's licence
- National Treasury minimum competence requirements

Key performances:

- Manages, organizes, plans and controls the operational and working functions of the Inland Region – Revenue Management
- Controls, oversees and provides operational working assurance for all accounting and administrative processes relating to the Inland Region
- Provides pertinent communication, liaison and interaction
- Maintains an overview of the management of the Inland Region Staff capacity

For further enquiries regarding the above post kindly contact Mr S Mbuyazwe 043 705 2706

PLEASE NOTE:**APPLICANTS WILL NOT BE REQUIRED TO COMPLETE AN APPLICATION FORM**

Candidates who are suitably qualified as per the minimum requirements for the post set out in the advertisement are to submit a copy of their curriculum vitae together with a covering letter, along with the relevant required documentation for a specific post. (i.e. certified copies of certificates not copies of certified copies, diplomas, degrees, Identity Document and drivers' licenses, where applicable). Non-submission of the required supporting documentation may disqualify a candidate. Candidates are advised that the obligation rests upon them to demonstrate that they meet the minimum requirements specified for the post. Any candidate who does not meet the minimum requirements will be automatically disqualified.

Fraudulent qualifications or any information submitted and the canvassing of councilors or officials will disqualify any candidates with immediate effect. Candidates are cautioned that documentation and information provided is checked with relevant authorities and fraudulent submissions may also lead to criminal charges being laid against persons involved in submission thereof.

Candidates will be required to undergo a defensive driving or physical/practical test where applicable.

Buffalo City Metropolitan Municipality reserves the right not to fill any or all of the positions advertised at the sole discretion of Council.

Applications can be hand delivered to the Human Resources Department, Buxton House, Buxton Street or posted to the Directorate of Corporate Services, P O Box 134, EAST LONDON, 5200.

CLOSING DATE: 19th February 2019

NOTE: The Buffalo City Metropolitan Council is committed to the provisions of the Employment Equity Act (Act No. 55 of 1998) for the advancement of previously disadvantaged and disabled persons.

Should candidates not be notified of the outcome of their applications within twenty-eight (28) days of the closing date, they may regard themselves as having been unsuccessful.

Benefits include subsidized pension, 13th cheque, medical aid and group life assurance schemes, generous leave privileges, housing subsidy and assistance towards removal expenses subject to certain conditions.



**A SIHLAHLA
CITY MANAGER**

Daily Dispatch: 6th February 2019